



ACQUISITION AND
TECHNOLOGY

OFFICE OF THE UNDER SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON
WASHINGTON DC 20301-3000

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MEMORANDUM FOR DISTRIBUTION

SUBJECT: "Recognition and Awards for Acquisition Personnel"-- David Packard Excellence in Acquisition Award Nominations

Nominations are solicited for the David Packard Excellence in Acquisition Award for significant accomplishments made in FY 1999. The award was established by the USD(A&T) policy memorandum, "*Recognizing and Rewarding Acquisition Personnel*," dated June 9, 1996. The Award recognizes organizations, groups, and teams that have demonstrated exemplary innovation and best acquisition practices.

Nominations for the David Packard Excellence in Acquisition Award must be submitted no later than February 1, 2000 to:

Office of Under Secretary of Defense (Acquisition, Technology and Logistics)
Attn: Director for Administration
3150 Defense Pentagon, Room 3D1020
Washington, DC 20301-3150

In addition to submitting a paper copy of the nomination to the Director for Administration, please submit the nomination(s) using the online submission form for David Packard Excellence in Acquisition Award. The online certificate form is located at <http://emissary.acq.osd.mil/cert.html>.

Each Military Department and the Defense Logistics Agency may submit nominations for up to five teams and all other Components and OUSD(AT&L) principals may nominate two teams. Specific guidelines on the eligibility, nomination and selection criteria are provided at Tab 3 of the attached USD(A&T) policy memorandum reissued November 1997. Please note the policy emphasizes the summary of accomplishments not to exceed two pages; supporting information, if absolutely necessary, should be minimal.

Points of contact for award administration are Mrs. Phyllis Goldsmith and Mrs. Vanessa Williams at (703) 697-0016 and for award policy, Mrs. Joni Forman and Mr. John Metzger at (703) 695-5166.

Larry S. Barlow
Director for Administration

Attachment
as stated



Distribution:

Secretary of the Army, Attn: Acquisition Executive
Secretary of the Navy, Attn: Acquisition Executive
Secretary of the Air Force, Attn: Acquisition Executive
Chairman of the Joint Chiefs of Staff; Attn: DAB Vice Chairman
Under Secretary of Defense (Acquisition, Technology & Logistics)
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Principal Deputy Under Secretary of Defense (Acquisition & Technology)
Assistant Secretary of Defense (Command, Control, Communications and Intelligence)
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